



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

"Jefferson County: Responsible government  
advancing quality of life"

\*\*\*REVISED 04-10-2018

## MEMORANDUM

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** April 4, 2018

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of April 9, 2018

<b>Monday</b> <b>April 9, 2018</b>	Board of Canvassers Canvass votes cast at the April 3, 2018 Spring Election	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 109, Jefferson
	UW Extension Education Committee	8:30 a.m.	UW Extension 864 Collins Rd, Jefferson
	Drainage Board	9:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	Parks Committee	9:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
<b>Tuesday</b> <b>April 10, 2018</b>	Board of Canvassers Reconvene if necessary	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 109, Jefferson
	Human Services Board	8:30 a.m.	Workforce Development 874 Collins Rd, Jefferson
	Human Resources Committee	6:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	County Board Orientation	6:15 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
<b>Wednesday</b> <b>April 11, 2018</b>	Historic Sites Preservation Council	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
	<b>*New Business Successes Event</b>	<b>10:00 a.m.</b>	<b>Comfort Suites</b> <b>725 Paradise Lane, Johnson Creek</b>
<b>Thursday</b> <b>April 12, 2018</b>	Child Death Review Team (CDRT)	8:30 a.m.	UW Extension 864 Collins Rd, Rm 12, Jefferson
	<b>***Finance Committee (Agenda Revised)</b>	<b>8:30 a.m.</b>	<b>Jefferson County Courthouse</b> <b>311 S. Center Ave, Rm 112, Jefferson</b>
	Zoning Board of Adjustment – Site Inspections	10:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Zoning Board of Adjustment – Public Hearing	1:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
<b>Friday</b> <b>April 13, 2018</b>	Planning and Zoning Committee – Site Inspections	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
<b>Saturday</b> <b>April 14, 2018</b>	No Scheduled County Meetings		
<b>Sunday</b> <b>April 15, 2018</b>	No Scheduled County Meetings		



**University Extension Education Committee Agenda  
Jefferson County  
864 Collins Road, Room 12  
Jefferson WI 53549**

**DATE:** Monday, April 9, 2018

**TIME:** 8:30 a.m.

<b>Committee Members:</b>	Peter Hartz	Gregg Patrick
	John Kannard	Lloyd Zastrow
	Conor Nelan	

1. Call to Order
2. Roll Call ( to establish a quorum)
3. Certification of Compliance with Open Meetings Law
4. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.)
5. Approval of Agenda (for possible rearrangement)
6. Approval of University Extension Education Committee Minutes from March 12, 2018
7. Communications
8. Update on Positive Youth Development Educator Position
9. Update on the nEXT Generation Model
10. Update on Jefferson County Farm Technology Days (July 2019)
11. Review of 2018 Departmental Budget
12. Discussion of Monthly Educator Reports – LaVern Georgson
13. Discussion to Identify Future Agenda Topics
14. Adjourn
  - Next Scheduled Meetings: May 14, June 11, July 9

A quorum of any Jefferson County Committee, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

*“Enriching people with knowledge, perspective, skills and aspirations.”* “University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

AGENDA  
JEFFERSON COUNTY DRAINAGE BOARD

Jefferson County Courthouse  
311 S. Center Avenue, Rm 202  
Jefferson, WI 53549

April 9, 2018  
9:30 a.m.

1. Call to order and review minutes
2. Drain 44 – Respond to proposal, Kreuziger Drainage-Drain Board letter
3. Drain 36 – Update, WisDOT letter and response
4. Drain 20 – Dave Hughes update on status of invoice
5. Drain 14-B – Ron Griebenow update on cleaning, landowner inquiry and inspection results
6. Drain 15 – Status of lawsuit (March 27, 2018)
7. Status of DATCP dissolution – Circuit Court
8. New Business
9. Pay bills
10. Motion to adjourn

A quorum of any Jefferson County Committee, Board, Commission, or other body, including Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Parks Committee Agenda  
Jefferson County  
Jefferson County Courthouse  
311 S. Center Avenue, Room 203  
Jefferson, WI 53549

Date: Monday, April 9, 2018

Time: 9:30 a.m.

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Park Committee Minutes for March 5, 2018
6. Communications
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on Wisconsin Department of Transportation TAP Grant – Interurban Trail
9. Discussion and Possible Action on Wisconsin Department of Natural Resources Stewardship Grant Application – Interurban Trail
10. Discussion and Possible Action on Wisconsin Department of Natural Resources Recreational Trails Program (RTP) Application – Interurban Trail
11. Discussion and Possible Action on Wisconsin Department of Natural Resources Land and Water Conservation Fund (LAWCON) Application – Interurban Trail
12. Discussion and Possible Action on Greater Watertown Health Foundation Change Maker Grant Application – Interurban Trail
13. Discussion and Possible Action on Wisconsin Department of Natural Resources Stewardship Grant Application – City/County Park
14. Discussion and Possible Action on Wisconsin Department of Natural Resources Recreational Trails Program (RTP) Application – City/County Park
15. Discussion and Possible Action on Wisconsin Department of Natural Resources Land and Water Conservation Fund (LAWCON) Application – City/County Park
16. Discussion and Possible Action on Wisconsin Department of Natural Resources Recreational Trails Program (RTP) Application – Glacial River Mountain Bike Park
17. Discussion on Wisconsin Department of Natural Resources 2018-2019 Snowmobile Trail Maintenance Grant Application
18. Discussion on Wisconsin Department of Natural Resources 2018-2019 Snowmobile New Trail Miles Grant Application
19. Discussion on Customer Use Data Collection at the Jefferson County Dog Park
20. Discussion on Glacial River Trail Repair South of Fort Atkinson
21. Discussion on Korth Lane Reconstruction
22. Discussion on Jefferson County Flood Mitigation Management Plan
23. Discussion on Interurban Recreation Trail
24. Discussion on Timber Harvest at Pohlmann Park
25. Discussion on Historic Sites Preservation Council
26. Discussion on Glacial Heritage Area (GHA) –Friends of GHA
27. Discussion on 2018 Parks Department Budget
28. Adjourn

Next scheduled meetings:      May 7, 2018  
   June 4, 2018  
   July 2, 2018

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Human Services Board Agenda - Jefferson County**  
**Jefferson County Workforce Development Center, 874 Collins Road, Room 103**  
**Jefferson, WI 53549**

**Date: Tuesday, April 10, 2018 Time: 8:30 a.m.**

**Committee Members:**

**Mode, Jim (Chair)**  
**Jones, Dick (Vice Chair)**  
**Kutz, Russell**  
**Tietz, Augie**

**McKenzie, John (Secretary)**  
**Crouse, Cynthia**  
**Schultz, Jim**

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the April 13, 2018 Agenda**
- 5. Public Comment (Members of the public who wish to address the Board on specific agenda items must register their request at this time.)**
- 6. Approval of February 13, 2018 Board Minutes**
- 7. Communications**
- 8. Review of the February, 2018 Financial Statement**
- 9. Discuss and Approve March, 2018 Vouchers**
- 10. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support, and Aging & Disability Resource Center**
- 11. Discussion and Possible Action on New Professional Service Contracts (Peer Support, Child Alt Care)**
- 12. Review and discuss May is ADRC Month**
- 13. Director's Report**
- 14. Adjourn**

**Next Scheduled Meetings:**

Tuesday, May 8, 2018 at 8:30 a.m.

Tuesday, June 12, 2018 at 4:00 p.m.

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Agenda - Human Resources Committee**  
**Jefferson County Courthouse**  
**311 S Center Ave, Room 112**  
**Jefferson, WI 53549**

**Tuesday, April 10, 2018 @ 6:00 p.m.**

Committee Members: James Braughler, Chair; Greg David; Jim Mode, Vice Chair; Michael Wineke; Lloyd Zastrow, Secretary

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of March 13, 2018, Human Resources Committee Minutes
7. Communications
8. Convene into closed session pursuant to Wisconsin State Statutes Section 19.85 (1)(b), consideration of employee discipline.  
*Note: The Human Resources Committee will be serving as the Civil Service Grievance Committee for the employee discipline during the closed session.*
9. Reconvene into open session for action regarding items discussed in closed session
  - a. Employee Discipline
10. Set next meeting date and agenda items
11. Adjournment

**Next scheduled meeting: *Tentatively*, Tuesday, May 15 at 8:30 a.m.**

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Jefferson County Board Orientation**  
**Jefferson County Courthouse**  
**311 S. Center Avenue, Room 205**  
**Jefferson WI 53549**

**Tuesday, April 10, 2018**  
**6:15 p.m. to 9:00 p.m.**

**AGENDA**

- |             |  |
|-------------|--|
| 6:15 – 7:00 | <b>Welcome, Introduction, Meet and Greet</b><br>(Dinner will be provided during this time for County Board Members and County Staff attending orientation)   |
| 7:00 – 7:30 | <b>Wisconsin County Government: County Administrator <i>Benjamin Wehmeier</i></b> <ul style="list-style-type: none"><li>• Framework of Your WI Government/Context on County Government</li><li>• Limits of County Board Administrative Authority Fact Sheet</li><li>• Review of Recommended County Board Rules of Order</li></ul>  |
| 7:30 – 7:45 | <b>Review of Organization Meeting Agenda</b> <ul style="list-style-type: none"><li>• Intergovernmental Agreement with City of Jefferson</li><li>• Purchasing Ordinance Recommendations</li></ul>   |
| 7:45 – 8:15 | <b>Legal and Ethical Considerations: Corporation Counsel <i>J. Blair Ward</i></b> <ul style="list-style-type: none"><li>• Open Meetings/Public Records</li><li>• Ethics</li><li>• Parliamentary Procedure</li></ul>  |
| 8:15 – 8:45 | <b>Practical Tips: County Clerk <i>Barb Frank</i></b> <ul style="list-style-type: none"><li>• Supervisory District Information</li><li>• Per Diems/Benefits/Reimbursements</li><li>• Using the Attendance/Roll Call/Voting Machine</li><li>• Agenda Packets (Web Site Information Resource):<ul style="list-style-type: none"><li>- Annotated Agenda</li><li>- Resolution Mock-Up</li><li>- Voting Procedure Mock-Up</li></ul></li><li>• Interest Survey (for Committee Assignments)/IT Questionnaire</li><li>• Supervisor Assignments</li><li>• County Board Email and Business Cards</li></ul> <b>General Information</b> <ul style="list-style-type: none"><li>• Building Security Considerations</li><li>• Other General Information</li><li>• Department Head Contacts and County Facilities</li><li>• Additional Resources and Training - <i>Further UW-Extension Training: "County Officials Workshop."</i> For dates and locations, please see brochure (May 16, 2018 in Deforest, WI)</li></ul> |
| 8:45 – 9:00 | <b>Questions and Answers</b>   |

*A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

*Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.*

# **Historic Sites Preservation Council**

Jefferson County Courthouse  
311 S. Center Avenue, Room 202

Wednesday, April 11, 2018  
8:30 a.m.

## **Council Members**

Ed Morse, Chair; Matt Foelker, Vice Chair; Robert Birmingham, Secretary; Steve Nass; Steve Mode

## **Agenda**

1. Call to order
2. Roll call
3. Certification of compliance with open meetings law
4. Review of agenda
5. **Public comment** (Members of the public who wish to address the Council must register their request at this time)
6. Approval of minutes from the February 7, 2018 meeting
7. Communications
8. Proceedings Report from workshop: discussion and possible revisions
9. Outreach to local historical societies
10. Prospective landmark sites
11. Next meeting; June date and location
12. Potential agenda items for Council's next meeting
13. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or any other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.



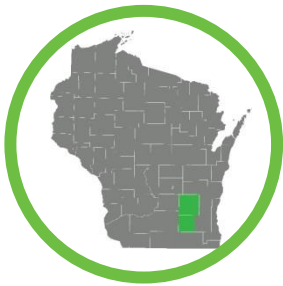
**New Business Successes Event  
Comfort Suites – Johnson Creek  
725 Paradise Ln, Johnson Creek, WI 53038  
Agenda  
April 11, 2018 | 10 a.m.**

1. Opening Remarks – Victoria Pratt
2. Overview of JCEDC and Thrive ED – Victoria Pratt
3. BPI and Hoof Health Project Overview – Victoria Pratt
4. Keynote Speaker – Lt. Governor Rebecca Kleefisch
5. Tour of Hoof Health
6. Adjourn

A Quorum of the Jefferson County Economic Development Consortium or any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting. No action will be taken.

Individuals requiring special accommodations for attendance at the meeting should contact the JCEDC 24 hours prior to the meeting at 920-674-8711 so appropriate arrangements can be made.

For additional information please contact JCEDC at 920-674-8711.



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864 Collins Rd. Suite 111 | Jefferson, WI 53549 | 920-674-8711





# Jefferson County Health Department

1541 Annex Road Jefferson, WI 53549 920-674-7275 Phone 920-674-7477 (FAX)

[www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

Jefferson County Child Death Review Team (CDRT) Thursday April 12, 2018 at 8:30 AM  
UW Extension Room 12, 864 Collins Rd Jefferson

## MEETING AGENDA

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*Children's Health Alliance of Wisconsin,  
Community Services Coordinator*

*City of Lake Mills Police Department*

*Fort Atkinson Police Department*

*Fort Health Care, Internal Med and  
Pediatrics Provider*

*Fort Health Care, OB nurse*

*Jefferson County District Attorney office*

*Jefferson County Health Department,  
Director/Health Officer*

*Jefferson County Health Department, PH  
Program Manager*

*Jefferson County Health Department,  
Public Health Nurse*

*Jefferson County Human Services, Child  
Protective Services, Juvenile Justice*

*Jefferson County Human Services,  
Outpatient Mental Health/AODA*

*Jefferson County Sheriff's Office,  
Detective, Drug Task Force*

*Jefferson County WIC Director*

*Jefferson County, Medical Examiner*

*Jefferson Police Department, Detective*

*PADA, Legal Advocate*

*Village of Palmyra Fire and Rescue*

*Waterloo Police Department*

*Watertown Fire/EMS*

*Watertown Health Department, Health  
Officer/ Public Health Nurse*

*Watertown Police Department*

*Watertown Regional Medical Center, ED  
RN Navigator/*

*Watertown Regional Medical Center,  
Pediatrics/Women's Health Manager*

*Watertown Unified School District,  
Guidance Counselor*

### I. Call to Order

### II. Open Session

#### A. Roll Call

#### B. Certification of Compliance with the open meetings laws

#### C. Public Comment (Members of the public who wish to address the Committee must register their request at this time)

#### D. Introduction of any new members/ student observers

#### E. Discussion of confidentiality and signing of Confidentiality Agreement

#### F. Approval of minutes from October 12, 2017 CDR meeting

#### G. Data analysis presentation on Child Death Review Summary Jefferson County 2012-2017 by Amy Parry Children's Health Alliance of Wisconsin

#### H. Motion to convene into closed session for the purpose of discussing confidential information relating to the unexpected deaths of specific children, pursuant to: Wis. Stat 19.85 (1)(d)(considering strategy for crime detection or prevention); Wis. Stat 19.85(1)(f)(considering medical, social or personal histories of specific persons or preliminary consideration of the investigation of charges against specific persons or preliminary consideration of the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or involved in such investigations); Wis. Stat 48.981(7)(limiting public disclosure of child-specific information disclosed to child death review team); Wis. Stat 146.82(2)(b)(restricting re-disclosure of medical information contained in records obtained pursuant to law); Wis. Stat 48.78(2)(a)(restricting re-disclosure of information in records of child protective agency); and Wis. Stat 48.396 (limiting disclosure of law enforcement records of children).

### III. Closed session

#### A. Discussion relating to 1 unexpected death of young adult (up to age 25)

#### B. Motion to return to open session

### IV. Reconvene open session

#### A. Next meeting date –July 12, 2018, 8:30 AM

#### B. 2018 meeting dates to add to your calendar- July 12, October 11, 2018

#### C. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Finance Committee Agenda **\*\*REVISED 04-10-2018****

**Jefferson County**

Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson, WI 53549

Date: Thursday, April 12, 2018

Time: 8:30 a.m.

Committee members: Jones, Richard (Chair) Kutz, Russell (Secretary)  
Rinard, Amy Jaeckel, George  
Hanneman, Jennifer (Vice Chair)

Note-these are estimated times for agenda items

1. Call to order (8:30 a.m.)
2. Roll call (establish a quorum) (8:30 a.m.)
3. Certification of compliance with the Open Meetings Law (8:30 a.m.)
4. Approval of the agenda (8:30 a.m.)
5. Approval of Finance Committee minutes for March 8, 2018 (8:30 a.m.)
6. Communications (8:30 a.m.)
7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time) (8:30 a.m.)
8. Discussion and possible action on out-of-state travel – Human Services Department (8:35 a.m.)
9. **\*\*Discussion and possible action on out-of-state travel – Child Support Department (8:35 a.m.)**
10. Discussion and possible action on out-of-state travel – Finance Department (8:35 a.m.)
11. Discussion and possible action on contingency transfer – MIS Department (8:35 a.m.)
12. Discussion and possible action on amending the County Budget for fee increase – Medical Examiner (8:40 a.m.)
13. **\*Discussion and possible action on amending the Purchase Card Policy and Procedures (8:40 a.m.)**
14. Discussion and possible action on recommendation to the County Board regarding Purchasing Ordinance (8:45 a.m.)
15. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties (9:00 a.m.)
16. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties. (9:20 a.m.)
17. Reconvene in open session (9:20 a.m.)
18. Review of the financial statements and department update for February 2018-Finance Department. (9:35 a.m.)
19. Review of the financial statements and department update for February 2018-Treasurer Department. (9:35 a.m.)
20. Review of the financial statements and department update for February 2018-Child Support Department. (9:35 a.m.)
21. Discussion on 2018 projections of budget vs. actual revenues and expenditures. (9:40 a.m.)
22. Update on contingency fund balance (9:40 a.m.)
23. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities (9:45 a.m.)
24. Set future meeting schedule, next meeting date, and possible agenda items (9:45 a.m.)
25. Review of invoices (9:45 a.m.)
26. Adjourn (10:00 a.m.)

Next scheduled meetings: Thursday May 10, 2018, Regular Meeting  
Thursday June 12, 2018, Regular Meeting  
Thursday July 12, 2018 Regular Meeting  
Thursday August 9, 2018 Regular Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

# JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Dale Weis, Chair; Janet Sayre Hoeft, Vice-Chair; Don Carroll, Secretary;  
Paul Hynek, First Alternate; Aari Roberts, Second Alternate

**PUBLIC HEARING** *BEGINS AT 1:00 P.M. ON APRIL 12, 2018 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

**CALL TO ORDER FOR BOARD MEMBERS** *IS AT 10:30 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

**SITE INSPECTION FOR BOARD MEMBERS** *LEAVES AT 10:45 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 10:30 a.m.*
2. *Roll Call (Establish a Quorum)*
3. *Certification of Compliance with Open Meetings Law*
4. *Approval of the Agenda*
5. *Approval of December 14, 2017 Meeting Minutes*
6. *Communications and Public Comment*
7. *Discussion and Possible Action on Act 67*
8. *Site Inspections – Beginning at 10:45 a.m. and Leaving from Room 203*  
*VI624-18 – Solid Investments Inc./Eugene Luszczyk, Town of Palmyra*  
*AP1625-18 – Steve Beauchamp, Town of Palmyra*
9. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
10. *Explanation of Process by Board of Adjustment Chair*

## NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

**NOTICE IS HEREBY GIVEN** that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, April 12, 2018 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance and an appeal of a permit issued by the Director of Planning and Zoning. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; discussion and possible action shall be occur after public hearing on the following:

**VI624-18 – Solid Investments Inc./Eugene Luszc:** Variance in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance to allow an accessory structure on an R-2 lot, PIN 024-0516-2723-000 (38.04 Ac) without the principal structure. The site is in the Town of Palmyra, near **North Blue Spring Lake Drive**.

**AP1625-18 – Steve Beauchamp:** Appeal of issuance of Zoning and Land Use Permit 62225, issued on January 2, 2018 for a 3,984 square foot structure at **W1117 Island Road**, PIN 024-0516-1524-001 (35.027 Ac), in an A-1, Agricultural zone, Town of Palmyra. This is being done in accordance with Sec. 11.11(e) of the Jefferson County Zoning Ordinance.

11. Discussion and Possible Action on Above Petition and Appeal
12. Adjourn

If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

#### **JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT**

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.

Additional information on Zoning can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**SITE INSPECTION MEETING**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:00 A.M. ON FRIDAY, APRIL 13, 2018**

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the Agenda
5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Communications
7. Site Inspections for Petitions to be Presented in Public Hearing on April 19, 2018:

**R4054A-18- Debra Stults:** Rezone to create a 2.5-acre farm consolidation lot around the home at **N7669 French Road** and a new 1.1-acre building site also on **French Road**, both from part of PIN 020-0814-2744-000 (40 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4051A-18 – Randy Schultz:** Rezone 0.88 acre from part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast to create an A-2 zone on **West Road**, Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1944-18 – Randy Schultz:** Conditional use for storage of non-farm equipment on the proposed A-2 lot noted above. It will be comprised of part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast on **West Road** in the Town of Milford. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**R4052A-18 – Randy Schultz:** Rezone to reconfigure a 1.84-acre lot around the home at **N8187 County Road Q** from part of PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC and PIN 020-0814-2134-001 (1.84 Ac) owned by Cherise and Jeffrey Kienast. Rezone to create a 1.12-ac new building site on **West Road** from PIN 020-0814-2134-000 (38.16 Ac) owned by Eggert Acres LLC. The sites are in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4053A-18 – Charles & Jill Hutchins/C & J Hutchins Trust Property:** Create a 1-acre building site on **Engelhart Road** and a 3-acre farm consolidation lot around the existing home at **N9338 Engelhart Road** from part of PIN 020-0814-0544-000 (33.796 Ac) in the Town of Milford. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4055A-18 – Garry Anderson/Leroy Scheel Trust Property:** Rezone to create a 4.5-acre Natural Resource zone near **N6322 Shorewood Hills Road** from part of PIN 018-0713-1614-000 (30.089 Ac) in the Town of Lake Mills. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

**8. Adjourn**

**If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).**

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

*A digital recording of the meeting will be available in the Zoning Department upon request.*